

**WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.  
(CYPRESS ISLES)**

**Board of Directors Meeting**

**MINUTES**

Location: WLCA Community Center, 453 Mark Twain Blvd., Orlando, FL

**September 17, 2024 5:30 p.m.**

DIRECTORS PRESENT

Harold Engold, President  
Bob Conner, Vice-president  
Dennis Horazak, Secretary  
Cookie Symons, Director at Large  
Christina Dones, Director at Large

Myron Davis was absent with notice.

Also present were Terina Stevens, Towers Property Management (by phone), and homeowner Murray Yates.

MEETING SUMMARY

- Call to Order—the meeting was called to order at 5:30 p.m.
  - Certification of Quorum— Five of six directors were present, forming a quorum to conduct business.
  - Proof of Notice—Notice of the meeting was posted in the community as required by Florida Statutes and the Association’s governing documents.
1. **Adoption of Agenda**— Dennis Horazak moved to approve the agenda. The motion was seconded and passed 5:0.
  2. **Approval of Previous Meeting Minutes**— Cookie Symons moved to approve the minutes of the July 16, 2024 meeting. The motion was seconded and passed 5:0.
  3. **Architectural Review Committee**
    - A. **Architectural Review Applications**— Harold Engold presented the ARC report, including applications for a new roof at 13218 White Cedar Court, trim paint at 800 Spring Island Way, an in-ground spa at 707 Cedarwood Court, pool access doors at 620 Spring Island Way, and solar panels at 903 Spring Island Way.  
These applications were approved and forwarded to the WLCA ARC.
    - B. **ARC Inspections** -- Terina Stevens reported conducting regular monthly inspections. The board agreed to extend the deadline to repair lawn damage at 813 Spring Island Way until October 31, 2024.
  4. **Neighborhood Watch** – Dennis Horazak reported no criminal or suspicious activity occurred in the neighborhood since the last meeting.
  5. **Newsletter and Website** — Dennis Horazak reported that the copy deadline for the next newsletter will be November 1, 2024.
  6. **New Owner Welcome Committee** — Christina Dones reported delivering a welcome basket to the new owners at 848 Spring Island Way.
  7. **Management Report**—Terina Stevens reported that the title search for delinquent Account 302062 is being reviewed in preparation for possible foreclosure proceedings.



		Cypress Isles Budget			
Waterford Lakes Tract N-25A		2024	2024	2025	
		Approved	Anticipated	Approved	
Acct #		Budget	End of Year	Budget	% Chg
<b>INCOME</b>					
4000	Assessment Income	\$ 32,480	\$ 32,480	\$ 34,580	6.5%
4710	Late Fees & Interest		\$ 1,813		
4900	Interest Earned - Operating Accounts				
	<b>INCOME</b>	<b>\$ 32,480</b>	<b>\$ 34,293</b>	<b>\$ 34,580</b>	<b>6.5%</b>
<b>EXPENSES</b>					
<b>INSURANCE</b>					
5010	Liability	\$ 4,119	\$ 4,119	\$ 4,246	3.1%
5020	D&O	\$ 1,564	\$ 1,564	\$ 1,659	6.1%
	<b>INSURANCE</b>	<b>\$ 5,683</b>	<b>\$ 5,683</b>	<b>\$ 5,906</b>	<b>3.9%</b>
<b>UTILITIES</b>					
5210	Electric - General	\$ 1,800	\$ 1,690	\$ 1,700	-5.6%
	<b>UTILITIES</b>	<b>\$ 1,800</b>	<b>\$ 1,690</b>	<b>\$ 1,700</b>	<b>-5.6%</b>
<b>MAINTENANCE &amp; REPAIRS</b>					
5300	Landscape Contract	\$ 11,530	\$ 11,388	\$ 11,388	-1.2%
5390	Aquatic Weed Control	\$ 1,200	\$ 1,188	\$ 1,200	0.0%
53xx	Mulch & Power Washing	\$ -	\$ -	\$ 1,150	New
	<b>MAINTENANCE &amp; REPAIRS</b>	<b>\$ 12,730</b>	<b>\$ 12,576</b>	<b>\$ 13,738</b>	<b>7.9%</b>
<b>GENERAL &amp; ADMINISTRATIVE</b>					
7000	Management Fee	\$ 8,760	\$ 8,760	\$ 8,760	0.0%
7200	Legal Fees	\$ 800	\$ 1,200	\$ 1,200	50.0%
7400	Storage Fee	\$ 36	\$ 95	\$ 95	164.3%
7420	Postage & Delivery	\$ 443	\$ 869	\$ 869	96.1%
7430	Copies & Printing	\$ 275	\$ 332	\$ 332	20.7%
7440	Office Supplies	\$ 965	\$ 1,484	\$ 1,484	53.7%
7670	Corporate Annual Report	\$ 61	\$ 61	\$ 61	0.0%
7700	Community Events	\$ 100	\$ 131	\$ 100	0.0%
7880	Miscellaneous	\$ -	\$ -	\$ 103	New
7890	Bank Charge	\$ 76	\$ -	\$ -	-100.0%
7895	Assessment Coupons	\$ 12	\$ 27	\$ 27	121.4%
7990	Bad Debt Expense	\$ 25	\$ -	\$ 25	0.0%
	<b>GENERAL &amp; ADMINISTRATIVE</b>	<b>\$ 11,554</b>	<b>\$ 12,959</b>	<b>\$ 13,056</b>	<b>13.0%</b>
<b>RESERVE CONTRIBUTIONS</b>					
9005	Reserves - Pooled	\$ 583	\$ 681	\$ -	-100.0%
9010	Reserves - Website Hosting	\$ 130	\$ 152	\$ 180	38.5%
	<b>RESERVE CONTRIBUTIONS</b>	<b>\$ 713</b>	<b>\$ 832</b>	<b>\$ 180</b>	<b>-74.8%</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 32,480</b>	<b>\$ 33,740</b>	<b>\$ 34,580</b>	<b>6.5%</b>
<b>CURRENT YEAR NET INCOME (LOSS)</b>		<b>\$ (0)</b>	<b>\$ 552</b>	<b>\$ (0)</b>	
<b>NUMBER OF UNITS</b>		<b>140</b>			
		<u>Quarterly</u>	<u>Annually</u>		
<b>2024</b>	<b>ASSESSMENTS</b>	<b>\$ 58.00</b>	<b>\$ 232.00</b>		
<b>2025</b>	<b>ASSESSMENTS</b>	<b>\$ 61.75</b>	<b>\$ 247.00</b>		